



CORRESPONDENCE/MEMORANDUM

State of Wisconsin

DATE: January 20, 2013

TO: Land Conservation Departments (LCDs) and Land Conservation Committees (LCCs)

FROM: Richard Castelnuevo, DATCP Chief
Resource Management & Engineering Section

Mary Anne Lowndes, DNR Chief
Runoff Management Section

SUBJECT: Joint DATCP/DNR Grant Application for Calendar Year 2014

We are enclosing the joint grant application for calendar year 2014 funding. You should use this application to request the following grant funds:

From DATCP (General authority from s. 92.14, Stats, with sources of funding listed after each grant)

- County annual staff and support, and project cooperator grants currently limited to funding for the Standards Oversight Council. (SEG from s. 20.115(7) (qe), Stats. and GPR from s. 20.115(7) (c), Stats.)
- Cost-sharing for LWRM plan implementation (Bond Revenue from s. 20.866(2)(we), Stats.)
- Cost-sharing for nutrient management plans (SEG from s. 20.115(7) (qf), Stats.)
- Contracts for nutrient management statewide support activities (SEG from s. 20.115(7) (qf), Stats.)

From DNR

- Cost sharing for targeted runoff management (TRM) projects (s. 281.65, Stats.)
- Cost sharing and planning grants for Urban Nonpoint Source and Storm water Management (UNPS & SW) projects (s. 281.66, Stats.)

Note: The joint application for DNR-funded TRM and UNPS & SW projects is only used to summarize grant requests made by the County through a separate application process.

NOTICE: This application is intended to collect information necessary to make future grant awards in the grant categories listed above, but is not a commitment by DATCP or DNR to provide specific funding in any grant category. Grant awards are contingent upon funds authorized or appropriated in the 2011-2013 biennial budget subject to any lapses or required reductions.

The postmark deadline for all joint DATCP/DNR application materials is April 15, 2013.

Please return your **signed Joint DATCP/DNR** pages and necessary attachments including Tables 1 and 2 by **April 15, 2013** to:

Kim Carlson
DATCP
P.O. Box 8911
Madison, WI 53708-8911

For questions about the DATCP application, contact **Kim Carlson** at 608-224-4610,
Kim.Carlson@wisconsin.gov

Please return your completed **DNR TRM** and **UNPS** (from DNR web site) grant application materials by **April 15, 2013** to:

Linda Talbot, WT/3
DNR
101 S. Webster St.
Madison, WI 53703

For questions about DNR applications, please contact **Linda Talbot** at 608-267-7551,
Linda.Talbot@wisconsin.gov

I. Required LWRM Plan Under § ATCP 50.12

What you need to know: Every county is required to have an approved LWRM plan to be eligible for a DATCP grant. In addition, a county must have on file with DATCP a current description of its planned activities for 2013. Work plans must include at a minimum all of the following:

- 1.) **Prioritized goals, objectives, and activities.** The goals, objectives, and activities should be prioritized in some understandable way, such as assigning activities identifiers of high, medium, or low priority, or bolding the highest priority activities. If the LWRM plan and work plan are very focused, the entire work plan may be identified as “high priority”.
- 2.) **Anticipated outcomes for--at a minimum--all high priority activities.** Anticipated outcomes should be measurable (e.g. 25,000 acres of nutrient management, 25 farmers trained, stream reclassified to a higher use).
- 3.) **Meet the additional requirements** for LWRM work plans approved for 10 years or those plans that are or may be extended for five years, as more fully described in the LWCB guidelines, <http://datcp.wi.gov/uploads/Environment/pdf/LWRMPlanGuidelines.pdf> (Hit CNTRL key and Enter and then click on OK to accept source) These requirements may include (a) specific, measurable benchmarks and targets for the 12 listed activities if appropriate for the county, (b) use of the work plan template, and (c) a description of a priority farm strategy that is designed to effectively implement state performance standards.

What you need to do: A county must do one of the following to satisfy this requirement, and check the appropriate option on the application to show compliance:

1. Certify that the county’s work plan on file with DATCP accurately describes its planned activities for 2013.
2. Submit with the application an updated work plan reflecting its 2013 planned activities. Contact **Dennis Presser** at 608-224-4617, Dennis.Presser@wisconsin.gov to submit an updated plan.

We will not be requesting work plan updates for 2014 planned activities.

II. Required Annual Reporting Under § ATCP 50.18

What you need to know: To meet the reporting requirements under s. ATCP 50.18, Wis. Admin. Code, counties must complete a financial report (consisting of two parts--county expenditures and staffing) and an annual accomplishment report. *DATCP may withhold funding under Ch. ATCP 50 from a county land conservation committee that fails to meet these reporting requirements.*

What you need to do: Applicants must complete all three parts:

A. Financial Reporting

Complete the following on the reverse side of the joint application form.

For line 1: (enter the total amount of all LCD expenditures in 2012), enter all expenditures administered by the LCD, including staff salaries and fringe benefits, other LCC and LCD operating costs, cost-sharing expenditures (e.g., NPS watershed projects, county cost-share programs, etc.) and any other expenditures regardless of the source of funding.

For line 2: (enter the total expenditure from all non-county sources of revenue), count revenues from DATCP, DNR TRM, DNR Wildlife Damage Control, USDA NRCS, foundations, EQIP, etc.

For line 3: (Enter the amount of county source funding expended in 2012), subtract Line 2 from Line 1 and the amount on this line should reflect funding from county sources such as levies and fees.
For line 4: enter the actual amount of salary and fringe benefits paid from budgeted county source funds (levies). Line 4 cannot exceed Line 3.

B. Number of FTEs by Funding Sources

Complete the following on the reverse side of the joint application form.

The reported number of FTEs should be consistent with Table 1. DATCP may contact you if there are significant discrepancies in the numbers you report.

Enter the number of FTEs (for 2012) by funding source by following these three steps. Use steps 1 and 2 to determine the number of Full Time Equivalents (FTE) engaged in SWRM activities for 2012. Step 3 asks you to identify the funding source for the counted county staff.

- 1. Using Table 1, column E, Estimate total persons employed or contracted by the county who engaged in land and water resource management plan activities conducted under the authority and supervision of county land conservation committees (LCC) and make adjustments for staff who work less than 100% time in these areas.** To the extent that a land and water resource management plan does not include them, staff who work on the following activities should also be counted:

- Local regulation of agriculture (Chapters 92 and 93).
- Farmland Preservation reviews (Chapter 91).
- CREP sign-ups and monitoring (Chapter 93).
- Activities related to DNR notices of discharge (Chapters 281, 283).

*For this calculation, you will need to review who was on staff in 2012 and how much of their time was spent on **SWRM activities**. If your department consolidated during this time and new non-conservation staff positions were assigned, or existing staff was reassigned during a particular year, consider in the year's total the number of staff (based upon hours) dedicated **only** to SWRM activities.*

*The staff count total should **not** include staff devoting time to activities outside SWRM activities (examples might include planning, zoning unrelated to FPP, recycling or land records positions). However, you may include these activities if they are identified in your LWRM plan and they were conducted under the authority and supervision of the LCC.*

- 2. Include all full time, part-time, LTE, interns and independent contractors in your count and make adjustments for those working fewer than 2,080 hours.**

Report the total number of staff as full time equivalents (FTE), based upon the estimate of the number of hours spent in 2012 on SWRM activities. In determining the percentage for those employed part-time, as LTEs, as interns or independent contractors, assume that one FTE = 2,080 hours.

For example:

1. One full time staff working 2,080 hours in one year = 1 FTE
2. One full time intern for 3 months (approximately 520 hours) = 0.25 FTE
3. One part-time staff person for one year (approximately 1,040 hours) = 0.5 FTE
4. One full time person who spends 1,500 hours per year on LWRM plan implementation = 0.70 FTE

3. After counting the number of staff performing SRWM activities, approximate how many were funded from each of the three (3) different source fund categories:

- Category 1 **County levy, permit fees or service fees.** These are funds generated locally and might include a permit fee through a manure storage ordinance, fees charged for design or review of storm water plans.
- Category 2 **DATCP soil and water resource management (SWRM) program funding, DNR Targeted Runoff Management (TRM) program funding (if/when available).**
- Category 3 **All other:** Other funding sources including USDA service agreements with TSP, tribal or EPA Great Lakes grants, DNR lakes grants, DNR wildlife grants, DNR invasive species grants, and any other grants from other public or private nonprofit sources.

C. Accomplishment Reporting

By no later than March 1, 2013, you will receive an e-mail with separate instructions on what you must do to meet your annual reporting requirements. You will receive instructions that explain what you must submit. If you have questions regarding this process, you may contact **Dennis Presser** at 608-224-4617, Dennis.Presser@Wisconsin.gov or a DNR representative, **Shelley Warwick** at 608-264-8954, Shelley.Warwick@Wisconsin.gov

Counties are encouraged --but are not required to--supplement their annual report form with other documents that can be sent by e-mail, including: any annual reports provided to the county, narrative or other reports, success stories, educational efforts, photos, and work plans updated to reflect annual accomplishments. Please e-mail these to Dennis.Presser@Wisconsin.gov

III. Staffing Grants Requests

A. DATCP

All DATCP grant application materials are available on the web at,
http://datcp.wi.gov/Environment/Land_and_Water_Conservation/SWRM_Grant_Program_Working_Manual/Allocation_and_Other_SWRM_Functions/index.aspx
(Hold down the CNTRL key and click on the web address)

1. Staffing Grant: Tiers 1 & 2

What you need to know: DATCP plans to make available grants for staff and support, but is not projecting the amount of funding it will have to make awards in this category. Past funding levels may not be a reliable indicator of funding available for 2014. DATCP has waived the \$85,000 minimum grant requirement in s. 50.32(5)(b), Wis. Adm. Code, but has retained the discretion to set a minimum staffing grant award. DATCP has elected to set a \$75,000 minimum award for 2014 to allow DATCP flexibility to maximize the funding available to support Tier 2 of the allocation, while providing a base amount necessary to maintain a county conservation program. Tier 1 will reflect this new \$75,000 minimum that each county will receive.

Through Tier 2, DATCP will attempt to provide counties with funding at the rate of 100%, 70% and 50% to pay for three staff positions based on actual costs for those positions. As part of the Tier 2 process, DATCP will adjust awards in rounds one, two or three by considering whether a county's Tier 1 award is adequate to cover the costs of the first position at 100%, the second at 70%, and third at 50%. Since 2006, when the Tier 2 allocations began, DATCP has never been able to fund three positions at these rates. DATCP has been losing ground at the rate of several hundred thousand dollars each year in our attempt to meet this goal.

Examples: Counties A and B both receive Tier 1 award of \$75,000. County A first position costs \$90,000 in salary and fringe benefits. This county would be eligible for an additional \$15,000 in the round one allocation designed to allocate 100% of the salary and fringe benefits for the county's first position. On the other hand, County B only needs \$49,800 to pay for its first position. This county would not receive an award in round one of Tier 2 because its first position is completely covered at 100%. In round two, County A would receive the full amount of its request to cover 70% of the costs of its second position (assuming DATCP has funding available to cover the second round). County B would be eligible to receive an award for its second staff position at the 70% rate only if its actual costs exceeded \$36,000 (70% of \$36,000 = \$25,200), and then its award for the second position would be reduced by \$25,200 (\$75,000 - \$49,800).

If DATCP does not have sufficient funds to allocate for the first, second, third or subsequent positions, it will prorate amounts allocated.

NOTICE: If DATCP is required to reduce the allocation for staffing grants, DATCP may consider options that more fairly distribute the reduction among counties, rather than apply the reduction according to the formula outlined in this application. Before DATCP makes any changes, it will include these in its portion of the allocation plan (ideally in the preliminary plan or in the final plan with delayed time for allocating funds).

Counties can use staffing grants for any of the purposes in ss. ATCP 50.32(3) and (4). In addition to the support costs identified in s. ATCP 50.32(4), DATCP identifies the following as support costs for which all counties may seek reimbursement:

- If a county requires a cost-share practice for a landowner who may qualify for economic hardship treatment under s. ATCP 50.42(4), a county may seek reimbursement for the costs related to an eligibility determination, including the costs of a certified public accountant or accredited financial institution preparing a financial statement.
- If a county is required to perform an archaeological assessment of project site as part of cultural resources assessment, the county may seek reimbursement of the full cost under the category of support cost. (This is in addition to recover of theses cost as part of cost-share reimbursement at the 70 or 90 percent rate).

What you need to do: To apply for funding in this category, follow these steps under each Tier:

Tier 1

Step 1: Apply for Base Funding on the DATCP/DNR 2014 Joint Application Form. The minimum amount of \$75,000 base funding as per ATCP 50.32. On page 1 of the Joint Application Form, counties may reduce the \$75,000 already inserted in the form.

Tier 2

Step 1: Complete “**Table 1. DATCP 2014 STAFF APPLICATION**” in *Excel* to determine eligible staffing costs for purposes of this allocation.

Note: The instructions refer to the columns Titled in Table 1 as A-G.

- a. Identify all employees and contractors (including part-time staff) who performed soil and water resource management activities (conservation activities under ATCP 50, CREP program etc.) under the direction of LCC in 2012.
- b. List all the positions identified step a. above on Table 1, arranging the positions in **descending order (very important)**, starting with the position for which you are requesting 100% funding. **Exception: You cannot list an employee in the first or second position if that person retired or left employment after 2012. If the employee’s position was refilled in 2013 or will be refilled in 2014, you should treat this as a new hire or vacancy to be filled, and follow the procedures listed below.**
- c. From the list of titles, select the position description that best describes each position listed, inserting the corresponding letter A-E for that title in Column A.
- d. Using the drop down menu in the electronic version, identify the status (full time permanent employee-FTE, limited term employee-LTE, independent contractor-IC) of each position listed in Column B. Include the fill date for any vacant or newly hired position hired during or after 2012. County staff positions vacant for more than one year cannot be included. **Note:** If you list vacant and newly hired positions, you will be asked to demonstrate that the county has taken action consistent with intent to fill the position in 2014.
- e. Provide the salary or fee for each position listed (Column C) based on actual costs incurred in 2012, unless the position is vacant or new. For a FTE position filled only part of the time in 2012, that is either the first or second position, mark with an asterisk, project the full year (only if the position is working full time henceforth) of salary and provide an explanation of the projections in a note. For a new FTE first or second position, list anticipated salary costs and attach appropriate documentation (salary cannot exceed rates paid for equivalent classification).
- f. Provide fringe benefits for each employee listed (Column D) based on actual costs incurred in 2012, unless the position is vacant or new. **NOTE: Enter only those fringe amounts that are paid with county funds and do not include employee contribution for health care, retirement etc.** For an FTE position filled only part of the time in 2012 which is claimed as either the first or second position, mark with an asterisk, project the full year (only if the position is working full time henceforth) of fringe benefits and provide an explanation of the projections as a note. For a new FTE position being claimed as a first or second position, list the anticipated fringe costs and attach appropriate documentation.
- g. Determine percent (round to the nearest integer %) of time that each position performs soil and water resource management (SWRM) activities (Column E). As defined in s. ATCP 50.32(3) (a), this includes activities related to land and water resource management plan implementation, CREP, priority watershed and activities that are reported to the LCC. For example, you cannot count as SWRM activity that portion of a staff person’s time dedicated to management or administration of the parks or zoning department. You may only count activities related to zoning and planning, parks and recreation, non-metallic mining and forest management if those activities are set forth in the Land and Water Resource Management Plans and reported to the LCC.
- h. Check to see if the total eligible costs (Column F) are correctly tabulated by manually adding Columns C and D and multiplying the result by Column D. (**Note:** The spreadsheet has an

imbedded formula that calculates this number using entries in Columns C, D & E and rounds it to a whole number.)

- i. Repeat steps “a-f” for each position listed. Insert additional rows for more positions, if needed. Make sure that the formulas are dragged into the additional rows that are added. Make sure that the Total sums all of the rows including the additional rows you added for Column F.
- j. **Please leave column “G” blank.** The spreadsheet automatically calculates the sum of fourth and subsequent position.

Incomplete applications

County applications that fail to follow submission requirements will be treated as incomplete, and the counties will be informed that they must resubmit materials in accordance with grant application requirements. Incomplete applications include those that are missing required information (e.g. the list of all employees and contractors performing soil and water resource management activities for the land conservation committee) and submissions where the electronic forms are not provided as well as signed versions. DATCP has locked the links and formulas in the electronic grant materials so you cannot make changes that will affect the integrity of the application material.

Step 2: Transfer request to the Joint Application Form (page 1). Since the electronic version of Table 1 is directly linked with the application form, visually confirm that for the first position, the amount from column F in Table 1, transferred to page 1, 2.A.i. For the second, third, and fourth (all from Column G in Table 1) and subsequent positions confirm that the amounts are transferred to the application form in on page 1, 2.A.ii., 2.A.iii., and 2.B.iv. The column “Amount Requested of DATCP” will automatically be calculated from the information entered in 2.A.i. and entered by formula in this column. This applies to 2.A.ii., 2.A.iii., and 2.B.iv. respectively.

Under the column “Amount Requested of DATCP”, you may reduce the “Total Staff Requests” automatically calculated by the spreadsheet. If you decide to request less, please delete the calculation generated by the imbedded formula and type in the lower amount. Repeat these steps for the second, third and subsequent positions. For each of these positions, you may not request more than 70% and 50% on lines 2.A.ii., 2.A.iii., and 2.B.iv. The “Total Staffing Request” under the column “Amount Requested of DATCP” is the sum of Step 2 only and is automatically summed by formula.

Step 3: Sign Joint Application Form and Table 1. Print both forms once completed in Excel, obtain the required signatures, and submit signed paper copies of the Joint Application Form and Table 1 to DATCP.

Step 4: E-mail joint application form (page 1) and Table 1. Please send the electronic version of the joint application and Table 1 to **Kim Carlson**, Kim.Carlson@wisconsin.gov

Verification and correction of staffing data in Table 1

Counties should exercise great care in verifying the salary and fringe benefit information provided in Table 1. After the April 15th grant application deadline, a county can only make changes to Table 1 under the following conditions:

Counties have a limited period between April 29th and June 15th to correct the staffing data they submitted with their grant application, and thereby revise their grant application. Within this period, DATCP will provide each county with a table listing the staffing data upon which the preliminary allocation will be based. If the county concludes that the data is correct, it does not need to take further action. However, if a county determines that the information sent by DATCP is not accurate, the county will need to do the following to correct its original submission. The county must provide adequate documentation verifying the salary and benefits for the first, second or third position. This documentation

may include a payroll documentation breaking down staffing costs for that position on a weekly or monthly basis. The CFO must certify that the revised salary and benefits are accurate, and must explain the steps the county will institute to avoid providing DATCP inaccurate information on staff salary costs. If a county does not follow these procedures, DATCP will not adjust the staffing data provided in the original grant application.

Following the release of the preliminary allocation, DATCP will not accept requests to modify a county's staffing grant allocation unless the request will result in a reduced staffing grant allocation for the county.

Tier 3

DATCP will not make Tier 3 awards in 2014.

2. Cooperator Grants

*Funding for cooperators is now covered under **Section IV Cost-Sharing and Support Requests.***

B. DNR

1. Urban Nonpoint Source & Storm Water Management Grant Program – Planning

This grant program provides financial assistance for planning projects in urban areas. For a planning project to be eligible for funding, it must currently be in an urban area or one that is projected to be urban within 20 years. An “urban area” is one that meets at least one of these criteria:

1. Has a population density of at least 1,000 people per square mile,
2. Is a commercial land use,
3. Is the non-permitted portion of a privately-owned industrial site, or
4. Is a municipally-owned industrial site (regardless of NR 216 permit requirements).

The cost-share rate is 70 percent for planning projects. The maximum amount that can be awarded for planning projects is \$85,000. This is a reimbursement program; that means project costs must first be paid by the grantee before reimbursement is obtained from the DNR.

The grant application form and instructions for this program are available on the DNR web site at: <http://dnr.wi.gov/Aid/UrbanNonpoint.html> (Hold down the CNTRL key and click on the web address)

In addition to completing and submitting the Urban Nonpoint Source & Storm Water Management planning grant application to the DNR; enter the total amount being requested on page 1 of the *Joint DATCP/DNR Grant Application for Calendar Year 2014*.

Mail the completed application by the postmark deadline directly to:

Linda Talbot, WT/3
DNR
101 S. Webster St.
Madison, WI 53703

Applications postmarked no later than April 15, 2013 will be considered for funding.

IV. Cost-Sharing and Support Requests

A. DATCP

All DATCP grant application materials are available on the web at,
[http://datcp.wi.gov/Environment/Land and Water Conservation/SWRM Grant Program Working Manual/Allocation and Other SWRM Functions/index.aspx](http://datcp.wi.gov/Environment/Land_and_Water_Conservation/SWRM_Grant_Program_Working_Manual/Allocation_and_Other_SWRM_Functions/index.aspx)
(Hold down the CNTRL key and click on the web address)

1. Bond Cost-Sharing

A. LWRM Plan Implementation

What you need to know: Through the DATCP application, counties also may request cost-share funds for 2014 to implement LWRM plans. To fund this category, DATCP typically makes available half of the bond funds authorized in the biennium and includes unspent funds from past years in this allocation. For 2014, DATCP is not projecting the amount of funding it will have to make awards in this category. Past funding levels (which have built off a base of \$3.5 million for each year of the biennium) may not be a reliable indicator of funding available for 2014. In addition to legislative authorization, DATCP must secure approval of debt authorization before making bond funds available.

In 2014, DATCP will be using a new formula to calculate county cost-share awards involving bond funds. All counties with approved and extended Land and Water Resource Management Plans in effect during 2014 are eligible for base funding of \$10,000. The \$10,000 base award will constitute about 20 percent of funds awarded to counties. The new formula will use the following criteria to make awards (the approximate percent of total funding awarded is indicated in parenthesis):

- (1.) A \$10,000 base (20%)
- (2.) A 3-year cumulative under-spending percentage (50%)
- (3.) Ag Census land in farms by acres (20%)
- (4.) A 3-year cumulative total dollar amount spent on cost-shared practices (10%)

DATCP will use data in its possession to score counties in each of these areas, and then determine a county's ranking based on its total score. Using applicant rankings, DATCP will establish different award levels for grant recipients and make awards to qualifying applicants at the appropriate award levels.

What you need to do: On line 1 of the "Cost-Sharing" application under the heading "Land and Water Resource Mgmt. (LWRM) Plan Implementation," enter your bond fund request. Enter the **total** amount of the bond funding requested (including the base funding of \$10,000). The LCC may choose to request a lower amount than the base funding of \$10,000. DATCP will determine your final award based on the criteria discussed above: the base, the 3-year cumulative under-spending, Census data of land in farms, and the 3-year cumulative total dollar amount spent on cost-shared practices.

B. NOD/NOI Funding

From bond funds available for allocation in 2014, DATCP plans to set aside \$200,000 for cost-sharing to resolve notices of discharge and notices of intent. To access these funds, counties must use an application process separate from this application. Go to this DNR website for additional information, <http://dnr.wi.gov/Aid/NOD.html> (Hold down the CNTRL key and click on the web address)

Contact DATCP representatives **Coreen Fallat**, Coreen.Fallat@Wisconsin.gov, 608-224-4625, or **Lisa Schultz**, LisaJ.Schultz@Wisconsin.gov, 608-224-4625 or DNR Representative, **Amy Callis**, Amy.Callis@Wisconsin.gov

2. Nutrient Management Cost-Sharing

What you need to know: DATCP will make county level grant awards in this category from the appropriation dedicated for this purpose, after setting aside some of the appropriated funds for statewide nutrient management implementation support activities and cooperator grants. Given history of this appropriation including past lapses, DATCP is not projecting the amount of funding available for cost-share grants. Based on these considerations and the related uncertainty, DATCP has elected to retain a greatly simplified structure for the award of this competitive grant.

DATCP continues to use the same three criteria to make awards, but has adjusted the points awarded in each category to strike a better balance between county need and performance.

As a measure of need, DATCP will award up to:

- 25 points based on the number of farmers in each county who are subject to the new compliance requirements in the farmland preservation program (FPP), relying on the Department of Revenue data regarding FPP claimants in tax year 2011 available at, <http://www.revenue.wi.gov/ra/FarmPres2012payments.pdf> .
(Hold down the CNTRL key and click on the web address and then click on OK to accept the source)

As a measure of performance, DATCP will award up to:

- 60 points based on the number of NM checklists or similar documentation submitted to DATCP in 2012 for farmers located in the county. (To receive credit for 2012 checklist submissions, DATCP must have received these submissions by September 15, 2012.)(Questions specific to NM Checklists contact **Sue Porter**, 608-224-4605, or Sue.Porter@Wisconsin.gov)
- 15 points based on the county's record in spending or committing at least 80% of its 2012 SEG funds.

Under this 100 point system, all applicants will be ranked according to their total score in the three categories. Based on applicant rankings, DATCP will establish different award levels for grant recipients and make awards to qualifying applicants at the appropriate award levels.

The following conditions and restrictions apply to the use of these cost-share funds. These funds are primarily intended for nutrient management cost-sharing, but counties may cost-share other “soft” practices to support nutrient management implementation. Counties are expected to cost-share nutrient management plans for four years (usually at the rate of \$7 per acre) to achieve compliance with state standards. These grant funds may be combined with funds from other sources to cost-share nutrient management plans only if the landowner agrees to a continuing compliance requirement. These grant funds may NOT be used to pay for conservation practices that can be cost-shared using bond revenue funds, nor may these funds be used to pay for county staff services.

Counties should request the amount of cost-sharing they believe is reasonably necessary to implement their Land and Water Resource Management Plans, and provide cost-sharing for nutrient management plans. In the event that the preliminary allocation plan provides too much funding for a county to spend on projects, counties are free to contact DATCP during the comment period for the preliminary allocation to withdraw their request for either SEG or Bond cost-sharing. By taking this action, counties will avoid the problem of later needing to transfer funds they do not intend to spend.

What you need to do: The application involves one this one step:

Step 1: Enter Amount Requested for Cost-Sharing and Acres That Will Be Cost-Shared

Under section entitled “Cost-Sharing Grants,” a county may apply for SEG funds for NM cost-sharing by entering the dollar amount of its request and the number of acres that will be cost-shared using these funds. The funding requested should equal the number of acres multiplied by the state cost-share rate of \$28 per acre, unless the county uses a cost-share rate other than \$28 per acre. In that case, the county should indicate the different cost-share rate in the space provided, and the county’s request should equal number of acres multiplied by this per acre rate.

Applicants are not required to submit any additional information; DATCP will rely on data already collected by state agencies to evaluate an applicant’s need and performance.

3. Nutrient Management “Statewide” Support Activities with Other Project Cooperators

DATCP has expanded the projects funded under this category to include other contracts with cooperators that support “statewide” implementation of soil and water resource management. DATCP has made the decision to consolidate funding of related projects to provide consistent treatment of grant recipients that carry out similar work that provides statewide benefits. As a result of this action, all projects funded by DATCP are eligible for a one-year extension to allow grant recipients to spend unused funds and complete work required by a project.

A. *Nutrient Management Support Activities*

What you need to know: DATCP will make grant awards in this category from the appropriation dedicated for this purpose, subject to any lapses and reductions, and reduced by funds set aside by DATCP for nutrient management cost-sharing. While DATCP is not projecting the amount of funding it will have to make awards in this category, it is considering providing increased funding for farmer training. Past funding levels may not be a reliable indicator of funding available for 2014.

Increased Tracking and Reporting

Beginning in 2013, DATCP will require greater accountability of grant recipients including increased reporting requirements to better track farmer participation in training and other support activities. Grant recipients in this category may be required to complete a standardized report on a form provided by DATCP to document anticipated or completed activities and outcomes.

Applicants for funding must demonstrate a “statewide” capacity to accomplish one or more of the following: Maintain and improve the Soil Nutrient Application Program –Plus (SNAP-Plus); expand and support nutrient management planning through education, outreach and project implementation; and facilitate statewide farmer training through grants and other support. DATCP may award up to the maximum amount provided for each of the three grant categories. Specific requirements and conditions for this grant are spelled out in a separate application materials.

What you need to do: Entities interested in this funding opportunity may obtain a separate application by contacting **Sara Walling** at 608-224-4501, Sara.Walling@Wisconsin.gov

The application package may be downloaded from this web site,
<http://datcp.wi.gov/uploads/Environment/pdf/ApplicationForSupportNMGrant2013.pdf>
(Hold down the CNTRL key and click on the web address and then click on OK to accept the source)

New for this year: We will be accepting electronic submissions and no paper copy need be filed. Applicants may send supplement materials by email, in addition to completing the form-fillable application.

B. Project Cooperators

What you need to know: DATCP makes awards to cooperators for projects that provide statewide support or other unique benefit that enhances our state conservation delivery system, including but not limited to the Standards Oversight Council. Funding for cooperators is designed to achieve these goals: (a) provide a cost-effective approach to addressing and resolving high priority problems (i.e. nonpoint and groundwater pollution), (b) ensure a systematic and comprehensive approach to address soil erosion and water quality problems such nonpoint runoff or groundwater concerns, (c) contribute to a coordinated soil and water resource management program and avoid duplication of effort, and (d) help meet county soil and water resource management needs and state program requirements. Questions specific to SOC contact **Richard Castelnovo** at 608-224-4608, Richard.Castelnovo@Wisconsin.gov

What you need to do: There is no formal application for funding in this category, which is consistent with the lower grant awards in this category, as compared to cooperators funded for nutrient management implementation support. Those interested in applying for funding should submit a letter by April 15, 2013 that describes their project and justifies their specific request for funding. The justification should explain how the proposed project will meet one or more of the funding goals listed in “What you need to know?” section. Applicants should include an appropriate work plan that describes planned activities for new or ongoing projects. Work plans must include anticipated outcomes that can be measured. DATCP will expect grant recipients to submit end-of-the-year reports that document their performance in implementing funded projects including their success in meeting anticipated outcomes. Grant funds are paid on reimbursement basis. You may e-mail your letter and accompanying documents to **Kim Carlson**, Kim.Carlson@Wisconsin.gov

1. Targeted Runoff Management Grant Program

The Targeted Runoff Management (TRM) Grant Program provides financial assistance for rural and urban governmental units to install best management practices (BMPs). Significant changes were made to the TRM Grant Program that took effect on January 1, 2011, when revisions to ch. NR 153, Wis. Adm. Code, were promulgated. Most notably project proposals for agricultural areas are now possible in the following categories:

- ◆ Small-scale agricultural and urban projects in Total Maximum Daily Load (TMDL) areas & agricultural projects in Non-TMDL areas
- ◆ Large-scale agricultural projects in TMDL and Non-TMDL areas

The grant application forms and instructions for this program are available on the DNR web site at: <http://dnr.wi.gov/Aid/TargetedRunoff.html> (Hold down the CNTRL key and click on the web address)

In addition to completing and submitting the TRM grant application(s) to the DNR, enter the total amount being requested on page 1 of the *Joint DATCP/DNR 2014 Grant Application*.

Please complete the TRM application and mail it by the postmark deadline directly to:

Linda Talbot, WT/3, DNR
101 S. Webster St.
Madison, WI 53703

All TRM applications for CY 2014 funding must be postmarked no later than April 15, 2013 to be considered for a grant.

2. Urban Nonpoint Source & Storm Water Management Grant Program – BMP Construction

The Urban Nonpoint Source & Storm Water Management (UNPS & SW) Grant Program provides financial assistance for BMP construction projects in urban areas.

To obtain an UNPS & SW construction grant application, go to the following DNR web site:
<http://dnr.wi.gov/Aid/UrbanNonpoint.html> (Hold down the *CNTRL* key and click on the web address)

In addition to completing and submitting the UNPS & SW construction grant application(s) to the DNR, enter the total amount being requested on page 1 of the *Joint DATCP/DNR 2014 Grant Application*.

Please complete the UNPS & SW construction grant application and mail it by the postmark deadline directly to:

Linda Talbot, WT/3
DNR
P.O. Box 7921
Madison, WI 53707-7921

To be considered for a grant, all applications must be postmarked no later than April 15, 2013.